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PR-2024-1003-227394



Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0026**PR No.: **GF-2024-10-02001**Date: **10-03-2024**Dept./Office: **LO**Category: **IT Supplies and Equipment**Section/End-User: **Grecilda F. Pabroquez**Funding Source: **General Fund - MOOE**Project Title/Code: **OFFICE EQUIPMENT**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003, Genuine Black 65mL	btl	12	350.00	RYSAN C. GUINOCOR	4,200.00
TOTAL						4,200.00

Purpose: Office supply

Checked by: NORMAN O. VILLAS		Funds Available: ALICIA M. FLORES 20-25 HEAD, BUDGET OFFICE	
TWG - IT Supplies and Equipment			
Signature:	Prepared by: GRECILDA F. PABROQUEZ	Noted by: RYSAN C. GUINOCOR	Approved by: PROSE IVY G. YEPES
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			